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Stafford, Virginia 22555-0339  
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Received By \_\_\_\_\_  
Date \_\_\_\_\_  
No Delinquent R/E Taxes Due By \_\_\_\_\_  
A/P \_\_\_\_\_

## Zoning Permit Application Sign

### SITE LOCATION:

Address: \_\_\_\_\_

Bld: \_\_\_\_\_ Suite: \_\_\_\_\_

Tax Map: \_\_\_\_\_ Insert: \_\_\_\_\_

Section: \_\_\_\_\_ Block: \_\_\_\_\_

Lot: \_\_\_\_\_ Suffix: \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

### APPLICANT INFORMATION:

Contractor/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

VA Contractors License #: \_\_\_\_\_

Class: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Email Address: \_\_\_\_\_

### CURRENT OWNER INFORMATION:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

### TYPE OF WORK: Sign

\_\_\_\_\_

**VALUATION:** \$ \_\_\_\_\_

Total Value of Improvement

TOTAL SQUARE FEET OF SIGN \_\_\_\_\_

### DESCRIPTION OF WORK: (MANDATORY)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SIGN PERMIT

PLEASE FILL IN ALL INFORMATION BELOW THAT APPLIES TO THIS PERMIT

**TYPE:** ☐ Wall ☐ Free-standing (Monument) ☐ Projecting ☐ Roof

**USE:** ☐ Business ☐ General Advertising ☐ Temp. Event ☐ Subdivision  
☐ Model Home ☐ Temp. Sale ☐ Directional ☐ Home Occupation  
☐ Other \_\_\_\_\_

**ELECTRIC:** ☐ Meter ☐ Illuminated **LOCATION:** ☐ On-Premise ☐ Owner Affidavit

**FRONTAGE:** Street \_\_\_\_\_ (lineal ft.) Building \_\_\_\_\_ (lineal ft.)

### DETAILS OF PROPOSED SIGN:

Wording \_\_\_\_\_

Size \_\_\_\_\_ Sign Area \_\_\_\_\_ (sq.ft.) Qty \_\_\_\_\_ Height \_\_\_\_\_ (ft.)

### DETAILS OF EXISTING SIGN(S):

Type _____	Size _____	Qty _____	Height _____ (ft.)
Type _____	Size _____	Qty _____	Height _____ (ft.)
Type _____	Size _____	Qty _____	Height _____ (ft.)

**VARIANCE RECEIVED:** ☐ Yes ☐ No If yes, Case # \_\_\_\_\_ Date Approved \_\_\_\_\_

*I hereby certify that I have authority of the owner to make this application, that the information is complete & correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.*

\_\_\_\_\_  
(Please print name) ☐ Owner ☐ Contractor ☐ Legal Rep.

\_\_\_\_\_  
(Signature)

**~ Permit Will Not Be Issued Until All Fees Are Paid~**